

# BRIDGE TO THE FUTURE

## RUSSELL LIBRARY

123 Broad Street, Middletown, CT 06457

Board of Trustees

Tuesday, October 20, 2015, 7:00 pm

Board Room, Administration Building behind Library on Court Street

### Agenda

- I. Call to Order
- II. Public Session/Comment
- III. Approval of Minutes
  - a. **ACTION ITEM:** Motion-Approval of Minutes BOT Meeting Dated September 15, 2015
- IV. **EXECUTIVE SESSION-PERSONNEL/ DIRECTOR SEARCH**
  - a. **Motion**-to adjourn to Executive Session
  - b. **Motion**-to return from Executive Session
- V. Other Communications & Sub Committee Reports (Reports Only; Action Below)
  - a. **INFORMATIONAL ITEMS:** Director's and Interim Assistant Director's Reports
  - b. **INFORMATIONAL ITEMS:** Finance & Audit Committee Report(s)
  - c. **INFORMATIONAL ITEMS:** Policy Committee Report
  - d. **INFORMATIONAL ITEMS:** Facilities & House Committee Report(s)
  - e. **INFORMATIONAL ITEMS:** Personnel Committee Report
- VI. Old Business:
  - a. **ACTION ITEM** Discuss Computer Server Impact Plan & Funding Options Motion- Approve new Locip request to City of Middletown for \$13,000.
    - i. Submit New LOCIP request to City for \$13,000,
    - ii. send letter to Tina Gomes, City's LOCIP coordinator to seek verification that LOCIP would cover this server request. Upon verification from Gomes, pursue option.
- VII. New Business:
  - A. **ACTION ITEM** Approval to utilize April 2015 LOCIP funds for construction phase of Priority 2 Projects: Motion- Approval to utilize \$93,080 in LOCIP funds as previously approved by the City of Middletown City Council in April 2015 for Priority 2 projects as listed in the LOCIP resolution and request.
  - B. **ACTION ITEM:** Approval of Voluntary Self-Identification Form: **Motion**- Approve Policy Committee's recommendation to accept changes to and implement the amended Voluntary Self-Identification Form in the Application for Employment to meet new national guidelines.

- C. **ACTION ITEM:** Approval of Action Plan to Fill Identified Gap in Company's Whistleblower Policy: **Motion-** Approve action plan to meet Whistleblower Policy requirements
- D. **ACTION ITEM:** Naming of Internal Location for Donor: **Motion-**Name location within Russell Library for Repeat Family Donor; **Other possible action**----referral to Policy Cmte to consider Policy for Naming
- E. **ACTION ITEM:** Director, Asst. Director, Administrative Asst. and Head of Facilities and Security Benefit Language Revision: **Motion-** "The positions of Russell Library Director and Assistant Director shall be provided with the same health insurance and retirement benefits as in the Agreement between the City of Middletown and the management union during employment and upon retirement."

**Motion-** "The positions of Administrative Assistant and Head of Facilities and Security shall be provided with the same health insurance and retirement benefits as in the Agreement between the Russell Library Company and the Russell Library Employees Union, Local 1303-85 of Council 4, AFSCME, AFL-CIO, during employment and upon retirement."

#### VIII. Adjournment

Respectfully submitted,  
Geen Thazhampallath, President

#### Notable Upcoming Calendar Items/Meetings

- Search Committee Meetings
- Board Interviews of 3 Finalists November 16, 17, 18 (May be changed)
- Arthur Meyers Career Celebration **November 19, 6PM @ Elks Lodge Middletown**
- Finance & Audit Committee Meeting Monday, Investment Advisers and Proposed FY 17 Budget.